

OFFICE OF ARIZONA GOVERNOR JANICE K. BREWER

APPLICATION INSTRUCTIONS FOR CLERK OF THE COURT, LA PAZ COUNTY

Deadline

The deadline for applications is **5 P.M. on May 24, 2013**. Applications should be submitted by the stated deadline to ejurmu@az.gov.

General Instructions

Completely answer all questions. This application is a downloadable, non-fillable form. If a question does not apply, write “Not applicable” in the space provided. If information is not available, write “Not available” and state the reason(s) the information is not available.

Letters of Support

The Governor’s Office welcomes assessments of an applicant’s skills, expertise, ethics, and any other characteristic relevant to an individual’s potential for an appointment. Many applicants solicit letters from third parties supporting their application. However, applicants are advised “more” is not necessarily “better.” The Governor’s Office would prefer to receive no more than a total of 10 e-mails or letters regarding each applicant. Any correspondence should be substantive and from people with direct personal knowledge about the applicant. The preferred means of communicating recommendations to the Governor’s Office is through e-mail to ejurmu@az.gov. The deadline for all e-mails/letters is **5 P.M. on June 3, 2013**.

SUMMARY OF THE SELECTION PROCESS

1. **Application and Comment Period:** Applications for the upcoming vacancy must be received no later than **5:00 p.m. on May 24, 2013.** A list of all applicants will be announced on **May 28, 2013** and public comment on the applicants will be accepted until **June 3, 2013.**
2. **Interviews and Background Checks:** After receiving the applications and public comment, the Governor will decide whether she wishes to interview one or more applicants. Applicants selected for interview will be contacted by telephone and the interviews will take place at the Governor's Office in Phoenix. ***The Governor's Office may conduct a background check on any applicant.***
3. **Notification of Selection:** The Governor's Office will issue a press release announcing the Governor's selection.

ARIZONA GOVERNOR'S OFFICE
APPLICATION FOR CLERK OF THE COURT, LA PAZ COUNTY

Title

Full Name

Date of Birth

Place of Birth

Social Security Number

Home Address

City

State

Zip

County

Length of Time as a Resident in County

Phone Number

Cell Number

Employer

Office Address

City

State

Zip

Phone Number

Fax

Email Address

Correspondence Preference: Office/Home

Education (Including degrees completed and years of attendance)

Spouse's Name

Spouse's Employer

Gender

Race/Ethnicity

- ☐ White
- ☐ Hispanic or Latino (of any race)
- ☐ Black or African American
- ☐ American Indian or Alaska Native
- ☐ Asian
- ☐ Native Hawaiian/Pacific Islander
- ☐ Other: _____

Are you physically and mentally able to perform the essential duties of a Clerk, the position for which you are applying?

Are you practicing law, in a partnership with an attorney-at-law, or forming a partnership with an attorney-at-law? If so, give details, including the name of the partnership, the title or description of your position, the nature of your duties, and your term of service.

In accordance with A.R.S. 12-281, is it your intention to cease practicing law and withdraw from any partnerships with an attorney-at-law if you are appointed? If not, explain.

List all present and former political party registrations and approximate dates of each.

Legislative District

Have you been registered to vote for the last 10 years?

Have you voted in all general elections held during those years? If not, explain.

List any elected or appointed offices you have held and/or for which you have been a candidate, along with the corresponding dates.

Have you filed your state or federal income tax returns for all years you were legally required to file them? If not, explain.

Have you paid all state, federal, and local taxes when due? If not, explain.

Are there currently any judgments or tax liens outstanding against you? If so, explain.
Have you ever violated a court order including, but not limited to, an order for payment of child or spousal support? If so, explain.

Have you ever been a party to a lawsuit, excluding divorce? If so, indicate nature of lawsuit, whether you were a plaintiff or defendant, disposition of case, and location of lawsuit.

In accordance with A.R.S. 38-201, every state officer shall be a citizen of the United States, a resident of this state, and not be less than eighteen years of age. Do you meet these requirements? If no, please explain:

Have you ever been arrested, or, to your knowledge, have any formal charges of professional misconduct, a criminal misdemeanor, or a felony ever been filed against you in any jurisdiction? If yes, please explain:

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties if appointed?

Is there any information that would cause embarrassment to you or the Governor?

References (Name, Business/Company/Agency, Phone, How You Know The Reference)
Enter up to 3 references

CONSENT AND DECLARATION

The undersigned hereby authorizes the Governor's Office, the State of Arizona and all associations, references, employers, credit reporting agencies, business and professional associates, and all government agencies, including databases available to the Department of Public Safety, to release to the Governor and her staff any information requested by those entities in connection with the processing of my application for Clerk of the Court, La Paz County. I understand the information I have provided may be verified.

All of the statements made in this application are true and correct to the best of my knowledge, and submission of this application expresses my willingness to accept appointment as Clerk of the Court, La Paz, if tendered by the Governor.

(Signature and Date)